

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, AUGUST 16, 2010
CITY HALL, 210 LAUREL AVENUE**

WORKSHOP: City Council held a workshop to receive updates on Public Works projects including the WWTP upgrades with representatives present from Kennedy-Jenks.

CALL TO ORDER/FLAG SALUTE:

In the absence of **Mayor McPheeters** Council President Suzanne Weber called the regular City Council meeting to order at 7:05 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Councilor Joe Martin
Councilor Matt Harris
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent:

Mayor Bob McPheeters (excused)

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Tim Lyda, Assistant Public Works Director
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of August 16, 2010 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Memo to Council from Gervasi regarding Recruitment process. (Exhibit A)

MINUTES:

Council minutes for City Council meeting of Monday, June 21, 2010 were provided in Council packets. **Councilor Sandusky moved approval of the minutes of June 21, 2010 as published. Councilor Martin seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

PROCLAMATION: None

PRESENTATIONS: None
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MONTHLY REPORTS:

City Recorder:

- Sorensen said accounts are now earning positive interest meaning that interest earned is actually more than fees incurred.
- Asked for a consensus of the Council to approve the Finance Committee's recommendation to set up and train staff for credit card terminals. Council agreed.
- Gave the Council an election update.
- Told the Council that the Tillamook Cheese Factory is again donating for the City's hospitality room at the League of Oregon Cities annual conference September 23-25, 2010.
- Sorensen will be attending the Oregon Association of Municipal Recorder's conference in Keizer on September 15-17, 2010.
- Councilor Berry asked how much money was available to prepare streets. Sorensen said she would provide the information for the next Council meeting.
- Councilor Berry asked when the City would close out the existing bank account. Sorensen responded that it would be at least another month as there are still several thousands of dollars of outstanding checks.

PUBLIC HEARINGS:

1. CITIZEN HEARINGS - NON-AGENDA ITEMS

Ben Nunez, Netarts told the Council that he represents Octavio Deniz, La Providencia Taco Wagon and thanked the Council for allowing another wagon to be placed on the property.

Lisa Phipps, Tillamook Estuaries Partnership (TEP) wanted to express her best wishes and present a Certificate of Appreciation to City Manager Mark Gervasi who is leaving the City to become the City Manager of Sunnyside, WA.

2. COUNCIL CONCERNS - NON-AGENDA ITEMS:

Councilor Forster mentioned that it was the last Council meeting for the City Manager. He thanked him for all his hard work and wished him well with his new job.

PERMITS/LICENSES: **None**

BEAUTIFICATION/PROPERTY NOMINATIONS:

Council President Weber invited the Council to walk around their wards and nominate a home for the property award.

COMMITTEE REPORTS:

- **Personnel Committee:** **Chair Weber** said the committee has not met since the last meeting. The committee will review the draft of the Personnel Handbook when it is ready.
- **Beautification and Parks Committee – Chair Weber** said the committee has not met due to the absence of one of the members.
- **Finance Committee – N/A.**

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- **Public Safety Committee – Chair Forster** reported that a meeting is scheduled for August 24, 2010 at the 9-1-1 Center. On August 6th the committee participated in the second round of oral boards for the hiring of a police officer.
- **Public Works Committee – Chair Berry** said a meeting needs to be set. The committee selected August 26, 2010 at 9 a.m. at City Hall. Gervasi would be on vacation but would forward the information on to Sullivan, Public Works Director.
- **Associations Committee – Chair Berry** said he attended a Small Cities meeting in Garibaldi and learned about grants that might be available for the sewer plant from guest speaker Larry McKinley from ODOT. Gervasi would mention it to Sullivan.

PENDING BUSINESS:

Workshop with League of Oregon Cities & Jennie Messmer: Meeting is scheduled for August 18, 2010 at 6 P.M. at City Hall to discuss the recruitment. **Gervasi** handed out to Council his memo (Exhibit A) regarding the finalist interview process and possible panel members. **Councilor Weber** suggested Council review information provided at the last meeting with Messmer regarding the profile of the city manager position.

NEW BUSINESS:

New Ward Boundary Map adjustments –Gervasi said the ordinance needs to be updated with survey information received from the last annexation and the new ward boundary adjustments affecting Wards 4, 5 & 6. Staff will work on the ordinance amendment. **Councilor Berry** will review the maps.

LEGISLATIVE

1. **None**

STAFF COMMUNICATION/CORRESPONDENCE/DISCUSSION:

1. Thank You note from property improvement award winners Richard and Lynda Trattner.
2. Tillamook US 101/OR 6 Stakeholder Advisory Committee meeting will be September 13, 2010 from 5 – 7 p.m. at the Oregon Dept. of Forestry building, 5005 3rd Street. **Councilor Berry** said he would not be available to attend the meeting and said that Alene Allen would take his place at the meeting. **Councilor Harris** offered to represent the Council by attending the meeting.
3. Tsunami meeting – September 9, 2010 from 6:30 – 8:30 p.m. at Tillamook County Library, Main Branch.
4. Tillamook County Women's Resource Center – Summit Notice and Newsletter.
5. Tillamook Bay Habitat & Estuary Improvement District (TBHEID) 2009-2010 Annual Report.

MAYOR'S REPORT:

In the absence of the Mayor, Council President Weber extended the Council's appreciation to Gervasi for the past 13 years of service and wished him well at his new endeavor.

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AUTHORIZATION TO PAY BILLS:

The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Harris. Council seated approved the motion unanimously.** Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

GENERAL CHECKING ACCOUNT

A/P Batch 08/16/2010

Checks #29483-29558

\$ 216,684.86

ADJOURNMENT:

There being no further business Council President Weber adjourned the meeting at 7:37 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder